# Using the HOCK flash cards in Anki on Windows, Mac, mobile and web

## Overview

Anki is a program designed to provide an interactive flash card experience by intelligently scheduling cards based on how well you already know the content of each card. Rather than simply acting like a big stack of flash cards in a digital pile, Anki gradually introduces new cards and provides an effective, efficient way to study without causing information overload.

The first two pages of this document provide instructions for installing Anki on different kinds of computers and mobile devices, and for loading decks of cards into Anki.

The rest of the document discusses using Anki, including how to add your own cards if you would like to expand the decks provided by HOCK.

## Downloading the Flash Cards

The HOCK flash cards are provided in a .apkg file (an Anki "deck") for each Exam Part. You can download decks from My Studies and save them on your computer for importing into Anki. After a deck is imported, the main window will show all of the Sections and Topics for that Part in a tree. You can import multiple Exam Parts, and each Part will be shown under its own heading. You do *not* have to be online to use Anki after importing the decks, and you do *not* need to keep the .apkg file(s) after the cards have been imported.

## Installing Anki…

### … for Windows and Mac Computers

Anki is available for Windows and Mac computers and can be downloaded using the following links:

Windows: http://ankisrs.net/download/mirror/anki-2.0.33.exe

Mac: http://ankisrs.net/download/mirror/anki-2.0.33.dmg

After installing Anki, decks can be imported by clicking on the "Import File" button at the bottom of the main Anki window and choosing the .apkg file(s) downloaded from My Studies.

### … for iPhone and iPad

The Anki App for iOS is $24.99 (or equivalent in your local currency), and is a Universal App that works on both the iPhone and iPad. The Anki App for iOS is available in the App Store at: https://itunes.apple.com/app/ankimobile-flashcards/id373493387. If you do not want to pay for the Anki App for iOS, you can use Ankiweb to study on the iPhone and iPad for free (see "Ankiweb and syncing with Anki," below).

After downloading the Anki App, the easiest way to load your decks is by syncing with an Ankiweb account (see "Ankiweb and syncing with Anki," below). Tap on the "Synchronize" button in the lower right hand corner of the screen and enter your Ankiweb email address and password to synchronize your decks.

Alternatively, you can also load decks onto your device using iTunes. However, loading directly using iTunes requires a special deck file instead of the standard deck file available that is available in My Studies. If you would like the deck file and instructions for loading the cards through iTunes, please contact us (http://www.hockinternational.com/contact/) and we will be glad to provide the deck file and instructions.

### … for Android

The AnkiDroid Flashcards App for Android is available in the Google Play App Store. The App can be viewed online here: https://play.google.com/store/apps/details?id=com.ichi2.anki. If your device is registered with Google Play online you will be able to install it from the web site, otherwise you can download and install it using the Google Play App Store on your Android device.

**Note:** The location of some options / menu items discussed in the following paragraphs may be different when using older versions of Android (especially 2.x).

After downloading the AnkiDroid App, the easiest way to load your decks is by syncing with an Ankiweb account (see "Ankiweb and syncing with Anki," below). Tap on the "Synchronize" button in the lower right hand corner of the screen and enter your Ankiweb email address and password to synchronize your decks.

Alternatively, you can also load decks by placing them directly onto your device using a computer. To find out where to put the .apkg deck file(s) that you want to load, tap the options button in the upper right hand corner of the screen and then tap Import Cards. AnkiDroid will display where files need to be placed on your device to be loaded into Anki. Connect your device to a computer and place the .apkg deck file(s) into the directory that was indicated. Now, go back and select Import Cards again, and Anki will load the deck file(s) for use.

### … for other phones / tablets

You can use Ankiweb on any phone or tablet with a web browser and Internet access (see "Ankiweb and syncing with Anki," below). There is an option on the *More* tab in Ankiweb for a *Simple review interface for cellphones* that may work better on smaller devices than the full Ankiweb site. (This special mode also uses less data if you have a limited data plan.) All results and progress will be saved in your Ankiweb account and will sync back to Anki applications.

Unlike the Anki applications, you *do* have to be connected to the Internet to use Ankiweb.

## Ankiweb and syncing with Anki

Ankiweb is a free service provided by Anki for syncing cards and studying online in your web browser. Ankiweb is especially useful for studying on computers where it is not possible to install the Anki software (e.g. library, Internet café, or at work if you are not able to install software on your computer), or on mobile phones or tablets without an Anki App. You can also keep your cards and your progress synced among multiple computers/devices using Ankiweb.

An Ankiweb account is necessary to use Ankiweb. The Ankiweb account is completely separate from your HOCK account. You can access Ankiweb at https://ankiweb.net/. To create your free account, click on the "Sign Up" button, enter your email address, and choose a password.

After you have created your Ankiweb account, you can sync your cards from any Anki computer application to Ankiweb by clicking "synchronize" in the application and entering your Ankiweb email address and password.

Note: before you can use the HOCK flash cards in Ankiweb, you must have Anki installed on a computer, you must have downloaded to that computer the flash card decks that you want to use, and you must synchronize the flash cards with Ankiweb. Unfortunately, it is not currently possible to load decks directly into Ankiweb.

After you have synced your cards to Ankiweb, you will be able to study the flash cards from a computer or other device connected to the Internet by logging in to Ankiweb. You do not need to have the Anki application installed in order to study on Ankiweb.

When you study using Ankiweb, your results and progress will be synced back to all of the Anki application(s) as long as you have set up synchronization in each application.

## Studying with Anki

(Portions of the following sections include content from the Anki 2.0 User Manual, which you can view in full on the Anki web site: http://ankisrs.net/docs/manual.html)

The philosophy behind Anki is to introduce new cards gradually while reviewing previously studied cards at appropriate intervals for learning and retention. There are three card steps:

1) **New** refers to cards that have not yet been studied.
2) **Learning** refers to cards that have been seen recently, but have not been fully learned.
3) **Review** refers to cards that have been learned, but need to be reviewed for retention.

By default, Anki will introduce 20 new cards per day. This number may seem low, but remember that as you start studying more cards, the number of learning and review cards will increase. If you want to change the number of new cards introduced per day, this setting can be changed in the study options.

To start studying, click on any Part, Section or Topic name. For example, if you open Section B, the 20 new cards will come from Section B, and only learning and review cards from Section B will be shown, even if you have learning or review cards due from another Section. (You can of course study those separately.) If you open the Deck for an entire Exam Part, new cards will be drawn from Section A first (if any remain), then Section B, then Section C, etc., and learning or review cards from all Sections will be shown.

When a card is shown, only the question is displayed at first. After thinking about the answer, you can click the Show Answer button, press the spacebar, or tap the screen on a touch device to reveal the answer. After the answer is shown, you should compare the answer with what you thought of, and tell Anki how well you did.

The buttons available for grading depends on whether the card is in learning or review.

**Learning**

When learning new cards, or when relearning cards that you have forgotten, Anki will show you the cards one or more times to help you learn them. There are three rating buttons when learning:

**Again** will show the card again in this session, as if it were still a new card.

**Good** moves the card to the next step, showing the card again in another 10 minutes. If a card has already been shown and you choose Good again, the card is converted into a review card. By default, the card will be shown again the next day, and then at increasingly longer intervals.

**Easy** immediately converts the card into a review card, even if there were steps remaining. By default, the card will be shown again 4 days later, and then at increasingly longer delays.

On the computer, you can use the 1, 2 and 3 keys on the keyboard to select a particular button, where 1 = Again, 2 = Good, and 3 = Easy. Pressing the spacebar will select Good.

### Review

When a card has been previously learned and is ready to be reviewed again, there are four buttons to rate your answer:

**Again** marks your answer as incorrect, and tells Anki to show the card more frequently in the future.

**Hard** shows the card at a slightly longer interval than last time, and tells Anki to schedule the card again sooner in the future.

**Good** tells Anki that the last interval was about right. At the default setting, the card will be shown again at an interval approximately 2 1/2 times longer than before.

**Easy** tells Anki you're finding the intervals too short. The card will be scheduled further into the future than Good. Because Easy dramatically increases the delay, it should be used only for the easiest of cards. Usually you should choose Good instead.

Just like when learning cards, you can use the 1-4 keys on your computer keyboard to select an answer. Pressing the spacebar will select Good, the same as when learning.

## Cramming and Using Custom Studying

Sometimes it can be useful to step outside of the normal sequences for studying, such as cramming right before the exam. To make this possible, Anki provides a Custom Study feature to create what is called a "filtered deck."

### Custom Study

The easiest way to create a filtered deck is with the Custom Study button, which appears at the bottom of the screen when you open a deck. Custom Study offers some convenient presets for common tasks, such as reviewing the cards you've failed that day, or studying a random selection of cards. Be default, Custom Study will create a filtered deck called "Custom Study Session" and automatically open it for you.

If a "Custom Study Session" deck already exists, it will be emptied before a new one is created. If you want to keep a custom study deck, you can rename it from the deck list.

### Filtered Decks and Home Decks

When a card is moved to a filtered deck, it retains a link to the deck that it was in previously. That previous deck is said to be the card's home deck.

Cards automatically return to their home deck after they are studied in the filtered deck. This can be after a single review, or after multiple reviews, depending on your settings.

It is also possible to move all of the cards in a filtered deck back to their home decks at once:

- The "Empty" button in the study overview moves all cards in the filtered deck back to their home deck, but does not delete the empty filtered deck. This can be useful if you want to fill it again later (using the Rebuild button).
- Deleting a filtered deck does the same thing as "Empty," but also removes the emptied deck from the deck list. No cards are actually deleted when you delete a filtered deck.

# Other Topics

## Due Counts and Time Estimates

When a question is shown, Anki shows three numbers such as 12 + 34 + 56. These numbers represent new cards, cards in learning, and cards to review, respectively. If you prefer not to see the numbers, you can turn them off in preferences.

When an answer is shown, Anki shows an estimate of the next time a card will be shown above each button. If you prefer not to see the estimates, you can disable them in preferences.

## Falling Behind

If you fall behind in your studies, Anki will prioritize cards that have been waiting the longest. It does this by taking the 200 cards that have been waiting the longest and showing them to you in a random order up to your daily review limit (a preference that can be changed in the deck options). This ordering ensures that no cards will be left waiting indefinitely, but it also means that if you introduce new cards, their reviews won't appear until after you have completed your backlog.

## Leeches

Leeches are cards that you repeatedly forget. Because leech cards require so many reviews, they take up a lot more of your time than other cards.

Anki can help you identify leeches. Each time you forget an answer, a counter is increased. When that counter reaches 8, the card is tagged as a leech and suspended (meaning it will not be shown again). The leech threshold, and whether to suspend or not, can be adjusted in the deck options.

You can view your leech cards by going to Browse from the main Anki screen and selecting the Leech filter. If you want to restore a card to active status, delete the "leech" tag from that card.

## Statistics

Anki tracks and maintains statistics about your flash card usage, allowing you to gain insight into your studies. The presentation of the statistics varies depending on the type of device you are using. Note that statistics are not available on Ankiweb, but studying done on Ankiweb and synced to an Anki application will be included in the statistics shown in the application.

## Adding your own cards

While we strive to make the flash cards efficiently comprehensive, you may want to add your own cards for topics that you find particularly difficult. To add cards, click the Add button on the main screen, pick the Deck you want to add the card to (Exam / Part / Topic) and enter the information for the front and back of the card. HTML formatting is supported, and you can edit the HTML directly by clicking the down arrow in the row of formatting icons under the deck selector. After you have entered the card information, click Add. You can repeat this process as many times as you need.

Cards that you create will be shown alongside the cards provided by HOCK; Anki will not treat them any differently.

# Have Questions?

If you have any questions about Anki, please contact HOCK support and we will be glad to help.